

CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING
April 25, 2023 @ 6:30 PM
City Hall, 211 Walnut Street
Hauser Room

NOTICE IS HEREBY GIVEN, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah Common Council may be present at this meeting. Common Council members may be present to gather information about a subject over which they have decision-making responsibility. This may constitute a meeting of the Neenah Common Council and must be noticed as such. The Council will not take any formal action at this meeting.

A G E N D A

1. Approval of Minutes of the Meeting of April 11, 2023 (Attachment)
2. Public Appearances
3. Community Development Ordinance Update (Attachment)
4. S. Commercial Street Hazardous Material Investigation (Attachment)
5. Police Department 2023 1st Quarter Statistics (Attachment)
6. Freedom Acres, Homes at Freedom Meadows-Two-Inch Mat Cost (Attachment)
7. 2021-2022 Comparison Reports (Attachment)
 - a. Dumpster Rentals
 - b. Wood Chips/Mulch
 - c. Yard Waste Cards Issued
 - d. Refuse and Recycling Carts
 - e. Punch Card/Single Use Punch Card
8. Public Works General Construction and Department Activity Report (Attachment)
9. Announcements/Future Agenda Items
10. Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call the **City Clerk Office at (920)886-6101** or the **City's ADA Coordinator at (920)886-6106 or e-mail attorney@ci.Neenah.wi.us** at least 48 hours prior to the scheduled meeting or event to request an accommodation.

CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, April 11, 2023, 6:30 PM

Present: Alderpersons Borchardt, Hillstrom, Lendrum, Stevenson, and Weber

Excused: NONE

Also Present: Mayor Lang, Public Works Director Kaiser, Public Works. Police Chief Olson, Superintendent Radtke, Police Captain Van Sambeek, City Clerk Nagel, Traffic Engineer Merten, Public Works Office Manager Mroczkowski, and Scott Francis

Public Appearances:

Lauralei Staffeld, 640 Greenfield Street, Neenah. Ms. Staffeld requested that the city consider going to weekly recycling collection. She stated that her household constantly has extra recycling that will not fit in the cart every two weeks and the cost of an extra cart is not affordable.

Mary Staffeld, 640 Greenfield Street, Neenah. Ms. Staffeld stated that she also is asking for the city to implement weekly recycling collection. She stated that the city requires that the lid be closed on the refuse and recycling carts, so she is not able to fit all the recycling into the cart every two weeks. She stated that recycling every week may encourage more recycling from residents.

Aldersperson Lendrum stated that Laurie Hill, the Director of Friendship Place is here with guests regarding the parking concerns around the building at 220 N. Commercial Street. Aldersperson Lendrum stated that she had met with Director Hill and viewed the parking situation. She stated that after walking the parking area and discussing options with Director Hill, she is confident that 80% of the parking issues can be resolved by the City delineating individual parking stalls along the 100 Block of W Forest Avenue on the north side.

June Cartel, 220 N Commercial Street, Neenah. Ms. Cartel stated that she is a patron of Friendship Place at 220 N. Commercial Street and would like to see parking inside of the bike lane.

Scott Francis, 319 Cleveland Street, Menasha. Mr. Francis stated that Doty Island is a blighted area. He stated that looking at the Capital Improvement Plans for the city going back as far as 1990, the plans suggest that the lack of sufficient parking makes it hard to support redevelopment on Doty Island. He stated that there are many viable retail properties that have remained vacant over the last 10 to 15 years because there is not enough parking available. Mr. Francis stated that the city provides parking downtown for retail properties and wants the same consideration on Doty Island. He stated that he lost seven parking stalls next to his building when the intersection pavement markings were restriped. He stated that the elimination of the parking stalls along his building on Forest Avenue has created an economic hardship that effects the rental income that he can get for his building at 303 N. Commercial Street. Mr. Francis stated that he is asking to have the center line on E. Forest Avenue moved to the north, which would allow the reinstatement of parking stalls that were eliminated with the current pavement stripping.

Lisa Olejniczak, 1600 Elk Trail, Neenah. Ms. Olejniczak stated that she is the Executive Director of New Perspective Island Shores Senior Living at 131 E. North Water Street, Neenah. She stated that Island Shores is a 100-unit senior living apartment building that runs at approximately 95% occupancy. She stated that the facility does have underground parking for the residents and has a 20-stall parking lot available for visitors. She stated that on street parking availability is limited to the apartment building because Winnebago County employees park on E. North Water Street on a daily basis. Alderperson Lendrum stated that the topics discussed will be taken under consideration. She thanked those who attended and for their input.

Motion/Second/Carried by Stevenson/Hillstrom to adjust the agenda to act on Agenda Item 8 (c), i, ii, and iii. All voting aye.

Retail Liquor License Applications

Report

Urban Market Neenah, LLC, 201 W Wisconsin Avenue, "Class B" Liquor & Beer

Following Discussion: Motion/Second/Carried by Weber/Borchardt to recommend Council approve the Class "B" Combo Liquor & Beer License #38 to Urban Market Neenah, LLC., 201 W Wisconsin Avenue, Agent Spencer Anvelink. All voting aye.

Report

David Pyszora, 1360 S Commercial Street, "Class B" Liquor & Beer.

Following Discussion: Motion/Second/Carried by Stevenson/Hillstrom to recommend Council approve the reserved Class "B" Combo Liquor & Beer License with a \$10,000 non-refundable deposit to David Pyszora, Pappa's Café, 1360 S Commercial Street, Agent David Pyszora. All voting aye.

Report

2 Bullyz Bar, LLC, 430 Sherry Street, "Class B" Liquor & Beer.

Following Discussion: Motion/Second/Carried by Stevenson/Hillstrom to recommend Council approve the transfer of Two Broke Girls Class "B" Combo Liquor & Beer License to 2 Bullyz Bar, LLC., 430 Sherry Street, Agent Rosita Eisenach. All voting aye.

Approval of Minutes of the Special Meeting of March 21, and April 5, 2023

Motion/Second/Carried by Borchardt/Hillstrom to approve the minutes of the Special Meetings of March 21 and April 5, 2023, meeting. All voting aye.

Axon and evidence.com Upgrade

Police Captain Van Sambeek stated the Neenah Police Department is seeking approval to enter into a 5-year contract with Axon for their body cameras data storage. Captain Van Sambeek asked if the committee had any questions.

Aldersperson Stevenson asked what the funding source is for this purchase. Police Chief Olson stated that Capital Improvement Funds will be used.

Aldersperson Stevenson stated that the Council can only approve 2023 dollars.

Report

Following Discussion: Motion/Second/Carried by Borchardt/Weber to recommend Council approve the Neenah Police Department enter into a new 5-year contract with Axon and approve the 2023 payment in the amount \$33,932.25 for year one of the contract using 2023 Budgeted Capital Funds. All voting aye.

School Resource Officer Squad Replacement

Captain Van Sambeek reviewed his memo of March 8, 2023. He stated that the current School Resource Officer (SRO) squad is up for replacement in 2024. He stated that it is experiencing mechanical issues that are estimated to cost more than the vehicle's value. He stated that staff is seeking to have the SRO temporarily use the squad assigned to the Behavioral Health Officer until one of the 2019 Ford Interceptor SUV's that are going to auction is available later this year.

Captain Van Sambeek stated that this is an informational item, and no Committee action is needed.

Fleet #9A Replacement

Public Works Superintendent Radtke reviewed his proposal to replace Fleet 9#A. He stated that he only received one bid from Packer City International Trucks. Public Works Superintendent Radtke stated that the truck came in over budget, but stated that overall, he is under budget with the equipment purchases for this year.

Report

Following Discussion: Motion/Second/Carried by Stevenson/Borchardt to recommend Council approve the purchase of a 2024 International Tandem Patrol Tuck utilizing the International chassis and the Monroe Truck equipment package from Packer City International Truck for \$251,302.00 with the funding coming from \$230,000.00 in the 2023 Capital Budget and the remainder to come from equipment fund balance. All voting aye.

Tullar Garage North Vehicle Storage Fan Purchase

Public Works Superintendent Radtke stated that these fans have been installed in the mechanic's and traffic shops and have been performing very well in heating efficiency and employee comfort. He stated that he would like to purchase two more for installation in the vehicle bays to help with heating and drying the floors out in the winter.

Report

Following Discussion: Motion/Second/Carried by Stevenson/Hillstrom to recommend Council approve the purchase of two (2) 24-foot ceiling fans from Black Gold Environmental Services for \$11,681.00 and to approve electrical and fire system work to be done to install the ceiling fans not to exceed an amount of \$3,250.00 with the funding source being \$15,000.00 of the 2023 Capital Facility Budget. All voting aye.

Accessible Pedestrian Signal Purchase

Traffic Engineer Merten reviewed his memo of April 7, 2023, regarding a request for an accessible pedestrian (APS) signal system at the Bell/Commercial and Bell/Marathon intersections. He stated that system provides audible tones and message to inform users when to use the crosswalk and to provide alternative methods to trigger a walk signal. Traffic Engineer Merten stated that two quotes were received, TAPCO in the amount of \$15,422 to do both intersections and TCC in the amount of \$18,800.00. He stated that the Common Council approved \$20,000.00 for this project. He stated that staff also verified that this project qualifies for a Community Development Block Grant.

Traffic Engineer Merten stated that staff is seeking approval to purchase the Polara APS system from TAPCO in the amount of \$15,422.00, utilizing 2023 CIP account 012-4776-743-0236 with the intent to be reimbursed by Community Development Block Grant.

Report

Following Discussion: Motion/Second/Carried by Borchardt/Weber to recommend Council approve the purchase of the Polara APS System from TAPCO for \$15,422.00, utilizing 2023 CIP account 012-4776-743-0236 with the intent to be reimbursed by Community Development Block Grant to the Public Infrastructure fund balance. All voting aye.

Licenses

Temporary Class "B" Picnic, Bergstrom-Mahler Museum of Glass Arts Festival, August 11-12, 2023

C.A. **Following discussion: Motion/Second/Carried Stevenson/Hillstrom to recommend Common Council approve the Temporary Class "B" Picnic License Application for the sale of fermented malt beverages and wine to Bergstrom-Mahler Museum Glass of Art Festival, 165 N Park Drive, to be held on August 11, 2023, and August 12, 2023. All voting aye**

Temporary Extension of Licensed Premises, Richtergreene, LLC, Greene's Pour House Block Party, May 20, 2033

C.A. **Following discussion: Motion/Second/Carried Borchardt/Stevenson to recommend Common Council approve the Temporary Extension of Licensed Premises to Richtergreene, LLC, for Greene's Pour House Block Party, 134 W Wisconsin Avenue, to be held on May 20, 2023. All voting aye**

Special Events

Bergstrom-Mahler Museum of Glass Arts Festival

C.A. **Following discussion: Motion/Second/Carried Borchardt/Weber to recommend Council approve the Street Use Permit for Bergstrom-Mahler Museum Glass Art Festival, 165 N Park Drive, to be held on August 11 and August 12, 2023. All voting aye.**

Fox Cities Marathon

C.A. **Following discussion: Motion/Second/Carried Stevenson/Hillstrom to recommend Council approve the Street Use Permit for the Community First Fox Cities Marathon, sponsored by Community First Credit Union, 1575 Dresang Way, to be held on September 16 and September 17, 2023. All voting aye.**

Future Neenah Farmers Market

C.A. **Following discussion: Motion/Second/Carried Borchardt/Weber to recommend Council approve the Street Use Permit for the Future Neenah Farmers Market, sponsored by Future Neenah, 135 W Wisconsin Avenue, to be held on Saturdays from June 10, 2023, through October 14, 2023. All voting aye.**

Future Neenah Out to Lunch & Evening Concert Series

C.A.

Following discussion: Motion/Second/Carried Borchardt/Stevenson to recommend Council approve the Street Use Permit for the Future Neenah Out to Lunch and Evening Concert Series, sponsored by Future Neenah, 135 W Wisconsin Avenue, to be held on Wednesdays starting June 21, 2023, and ending August 24, 2023, from 6:00 PM to 8:00 PM and Thursdays starting June 15, 2023, ending August 9, 2023, from 11:30 AM to 1:00 PM. All voting aye.

Greene's Pour House Block Party

C.A.

Following discussion: Motion/Second/Carried Stevenson/Weber to recommend Council approve the Street Use Permit for the Greene's Pour House Oktoberfest, sponsored by Greene's Pour House, 134 W Wisconsin Avenue to be held on May 20, 2023. All voting aye.

JDRF One Walk

C.A.

Following discussion: Motion/Second/Carried Stevenson/Weber to recommend Council approve the Street Use Permit for the JDRF One Walk, sponsored by JDRF, 1800 Appleton Rd, Ste. 2, Menasha, to be held on May 20, 2023. All voting aye.

Neenah-Menasha Memorial Day Parade

C.A.

Following discussion: Motion/Second/Carried Borchardt/Hillstrom to recommend Council approve the Street Use Permit for the Neenah-Menasha Memorial Day Parade, sponsored by Twin City Veterans, P.O Box 441, Menasha, to be held on May 29, 2023. All voting aye.

Neenah Kids Triathlon

C.A.

Following discussion: Motion/Second/Carried Hillstrom/Borchardt to recommend Council approve the Street Use Permit for the Neenah Parks Kids Triathlon, sponsored by City of Neenah Parks & Recreation Department, 211 Walnut Street, to be held on August 5, 2023. All voting aye.

Udderly Euro

C.A. **Following discussion: Motion/Second/Carried Borchardt/Hillstrom to recommend Council approve the Street Use Permit for Udderly Euro, sponsored by Udderly Euro, 11901 Washington Green Road, Louisville KY, to be held on June 17, 2023. All voting aye.**

Copia Cup Soccer Tourney

The Committee discussed traffic control arrangements.
No action required. Informational only.

Flatgrass Soccer Tourney

No action required. Informational only.

Public Works General Construction and Department Activity Report

- 1) Contract 7-21 (Harrison Pond): Storm and sanitary sewer work is complete, and the pond is functioning. Work on the water feature stones will continue when weather allows.
- 2) Contracts 11-22A and 11-22B (Lead service line replacement): Work is substantially complete. Restoration will be finished later this year.
- 3) Contract 1-23 (Chestnut, Burr, Dieckhoff, Laudan Utility and Street Construction): Sewer lateral/water service pulling is about 25% complete. The contractor will be starting sewer main replacement on Burr Avenue the week of April 10.
- 4) Contract 2-23 (Charles, Hughes, Memorial, Patrick, Brantwood Dr/Ct Utility and Street): The contractor is scheduled to start work the week of April 17 on Brantwood Drive.
- 5) Contract 3-23 (Concrete Pavement/Sidewalk Repair): The contract has been awarded to Al Dix Concrete, Inc. A work schedule has not been set.
- 6) Contract 4-23 (Asphalt Repairs): The contract was awarded to MCC, Inc. A work schedule has not been set.
- 7) Contract 5-23 (New Subdivision Street Construction): The contract was awarded to MCC, Inc. A work schedule has not yet been set.
- 8) Contract 6-23 (Columbian Av Utility and Street Construction): The contractor has been installing sewer main. About 45% of that work is complete.
- 9) Contract 7-23 (High, River Utility and Street Construction): The soil boring report has been received and the necessary information provided for railroad review.
- 10) Contract 9-23 (Epoxy Pavement Marking): The project was awarded to Century Fence. A work schedule has not been set. The primary work areas are the

roundabouts at Breezewood / Gillingham, Bell / Harrison, Winneconne / Green Bay, Winneconne / Lake, Green Bay / Festival, and Green Bay / Fox Point along with mainline work on Bayview Road and S. Lake Street.

- 11) Contract 10-23 (Parking Lot, Temporary Asphalt Street Construction): The project bid has been opened. The Board of Public Works tabled a recommendation pending staff review of the library bumpout design.
- 12) Spring Load Limits: We are planning to lift spring load limits on April 17.
- 13) Oakridge Road: While preparing the capital improvement program, staff met with Town of Neenah representatives to discuss the status of Oakridge Road. It became apparent that they are not in a position to proceed with a project east of Tullar Road. I have directed staff to check into the cost to place a skim coat of asphalt over the current pavement to address the road conditions for the next 8 to 10 years while arrangements can be made with the Town for a more substantial project.

Announcements/Future Agenda Items

None

Adjournment: Motion/Second/Carried Hillstrom/Weber to adjourn at 7:52 PM. All voting aye.

Respectfully submitted,



Lisa Mroczkowski
Public Works Office Manager



M E M O R A N D U M

DATE: April 19, 2023
TO: Chairman Lendrum and Public Services and Safety Committee Members
FROM: Chris A. Haese, Director of Community Development and Assessment
RE: **Ordinance Updates**

After a recent audit of the City of Neenah's ordinances regarding building code, the state has requested a few minor changes be made to ensure continuity and conformity with state UDC code. The changes to be made are as follows:

- Reference to the "State of Wisconsin Department of Industry, Labor and Human Relations" will be changed to reference the "Department of Safety and Professional Services.
- Adoption of "SPS 327, Camping Units" allowing for the inspection of camping units in a fixed location in a campground.
- References to "Uniform Dwelling Code Comm. 21 and 22" will be removed and replaced with "SPS 321-325".
- Minor changes will be made to Sec. 21-34 which specifies foundation and footing requirements to ensure that City ordinances are neither more nor less restrictive than the UDC code.

Recommendation

An appropriate action at this time is for the Public Services and Safety Committee to recommend the Common Council approve Ordinance 2023-07 to modify the Neenah Municipal Code to allow for continuity with state UDC code.



211 Walnut Street
Neenah, WI 54956

ORDINANCE NO. 2023-07

Introduced: _____
Committee/Commission Action: _____

AN ORDINANCE: By the Public Services and Safety
Committee
Re: Amending Neenah Municipal Code Section 21-19;
21-22; 21-33(a); 21-34(b); of the Building Code
relating to conformity with state UDC code.

AN ORDINANCE

The Common Council of the City of Neenah, Wisconsin, does ordain as follows:

Section 1. That Neenah Municipal Code, Section 21-19; 21-22; 21-33(a); 21-34(b); of the Building Code is hereby amended by deleting the stricken language noted and adding the highlighted language in, so as to now read as follows:

Sec. 21-19. - Definitions.

For the purpose of this code, the following words and phrases shall have the meanings assigned to them in this section. Words and phrases not herein otherwise defined, shall have the meanings accepted by common usage:

Accessory building means a detached building, not used as a dwelling unit but is incidental to that of the main building and which is located on the same lot. Accessory building does not mean farm building.

Addition means any new construction whereby an existing building or structure, or building or structure in course of construction, is increased in area, or cubical content.

Adjoining lot line means the line between adjoining lots, plots of land, or parcels of land of different or same ownership.

Alley means a municipal right-of-way, which affords a secondary means of vehicular access to abutting properties. A street shall not be considered an alley.

Alteration means alteration means a substantial change or modification other than an addition or repair to a dwelling or to systems involved within a dwelling.

Approved or approval means approved means an approval of the Department or its authorized representative. (Approval is not to be construed as an assumption of any legal responsibility for the design or construction of the dwelling or building component.)

Area means, as applied to dimensions, the maximum horizontal projected area of a building, structure, room, apartment or open space, not including overhangs.

Building means any structure built for the support, shelter or enclosure of persons, animals, chattels, or property of any kind.

Building existing means a building erected prior to adoption of this code or one for which a legal building permit has been issued.

Building inspector means the officer charged with the administration and enforcement of this code or his regularly authorized deputy and the same for Building Official.

Cubic contents means the actual cubic space enclosed within the other surfaces of the outside or enclosed walls, other surfaces of the roof and the finished surfaces of the lowest floors of a building or structure. Does not include the contents of courts which are open to the sky.

Department means the ~~State of Wisconsin Department of Industry, Labor and Human Relations~~
Department of Safety and Professional Services.

Sec. 21-22. - Application of "Wisconsin Administrative Building and Heating, Ventilating and Air Conditioning Code"; State Building Code adopted.

The State Commercial Building Code, Chs. SPS 361-366 & 327, Wis. Admin. Code, and SPS 320-325, Uniform Dwelling Code, are adopted by reference as a part of this article. A violation of any provision therefrom shall be a violation of this article.

Sec. 21-33. - General construction standards.

(a) *Application.* The Uniform Dwelling Code ~~Comm. 21 and 22~~ **SPS 321-325**, and all changes, is hereby adopted by reference to apply to all additions and remodeling of existing one- and two-family homes and any new or remodeled garage and/or storage shed, with the following exceptions:

Sec. 21-34. - Garages, sheds, and accessory buildings general requirements.

(a) *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Attached private garage shall mean a private garage attached directly to the principal building, or attached by means of an enclosed or open breezeway, porch, terrace, or vestibule, or a detached private garage so constructed as to be within five feet of the principal building.

Detached private garage shall mean a private garage separated from the principal building by five feet or more.

Storage shed or accessory building shall mean any residential storage building not principally used for the storage of automobiles or as a dwelling.

(b) *Foundations and footings.* Attached private garages shall be provided with the same type footings and foundations as required herein for the principal building. Concrete floors shall not be less than four inches in thickness. Detached private garages may be built with a continuous floating slab of reinforced concrete not less than four inches in thickness. ~~Reinforcement shall be a minimum of six by six inch, number ten by ten wire mesh. The slab shall be provided with a thickened edge all around, eight inches wide and eight inches below the top of slab. Exterior wall curbs shall be provided not less than four inches above the finished ground grade adjacent to the garage. Bolts three eighths inch in diameter with nuts and washers attached, six inches long, shall be embedded three inches in the concrete curb of detached garages eight feet on centers.~~

(c) *Floor surface.* The floor in all private garages shall be of concrete construction, and sloped toward the exterior garage door or opening. No openings or pits in the floor shall be permitted, except for drainage.

(d) *Construction.* Private garages, sheds and accessory buildings shall be constructed in accordance with ~~SPS Wis. Admin Code Comm~~ ch. 21.

Section 2. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance be for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not otherwise affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 3. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Approved:

Jane B. Lang, Mayor

Attest:

Charlotte Nagel, City Clerk

Moved by: _____

Adopted: _____

Approved: _____

Published: _____

THIS INSTRUMENT WAS DRAFTED BY:
City Attorney David C. Rashid
211 Walnut Street
Neenah, WI 54956
State Bar No. 1056542



M E M O R A N D U M

TO: Mayor Lang and Members of the Common Council
FROM: James Merten, Traffic Engineer
DATE: April 20, 2023
RE: S. Commercial Street Reconstruction Project Hazardous Materials Investigation

As you are aware, the City contracted with Westwood Professional Services for engineering design consulting services pertaining to the 2025 S. Commercial Street reconstruction project. One of the tasks required for the project is to complete a hazardous materials assessment, per the Wisconsin Department of Transportation Facilities Development Manual. Westwood has since completed the assessment, recommending a “Phase 2” hazardous materials investigation for 13 sites within the project limits. The purpose of the investigation is to determine if contamination will impact the project. If this ends up being the case, specifications to account for the contamination can be incorporated into the reconstruction project work, reducing the likelihood of project delays and unanticipated costs.

City staff sought “Phase 2” proposals from five consultants and received following proposals:

Westwood Professional Services	\$37,600.00
ECS Midwest, LLC	\$68,608.00
MSA Professional Services	\$31,875.00

Staff reviewed the proposals based on the firm’s experience with similar projects, staff expertise, overall estimated cost of services, availability to perform the work, sampling methodology, and sample quantity. MSA Professional Services provided the best overall proposal, featuring a strategic yet comprehensive sampling methodology for the lowest cost.

Staff recommends contracting with MSA Professional Services for their proposal to provide a Phase II Hazardous Materials Investigation for the 2025 S. Commercial Street reconstruction project.



Aaron L. Olson
Chief of Police

CITY OF NEENAH POLICE DEPARTMENT



2111 Marathon Avenue
Neenah, Wisconsin 54956

Memo

To: Chair, Alderperson Cari Lendrum
Public Services and Safety Committee
Mayor Jane Lang

From: Chief Aaron L. Olson *ALO*

Date: April 21, 2023

Re: **First Quarter Statistics for 2023**

Attached are the 2023, First Quarter Statistics for the Neenah Police Department.

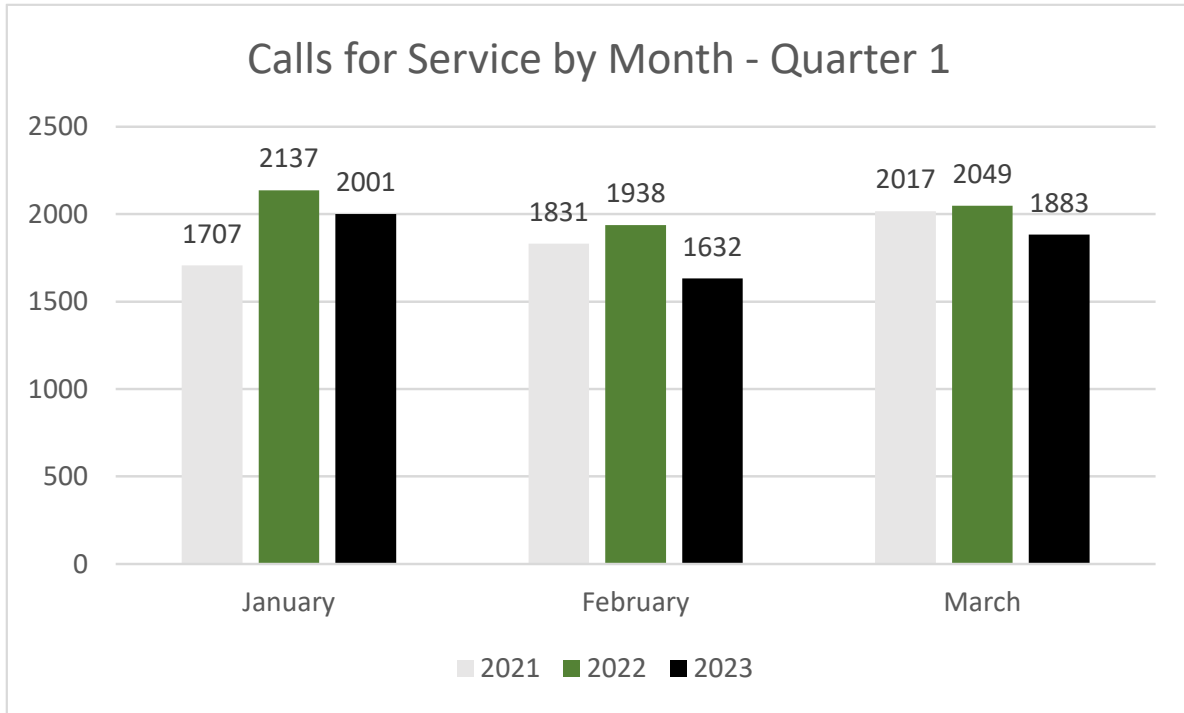
1. First Quarter Calls for Service
2. First Quarter Uniform Crime Report
3. Traffic Warnings Detail
4. Traffic Citations Detail
5. Traffic Safety Officer Report
6. OWI Arrests
7. Parking Citations
8. Accidents
9. Overdoses
10. Potentially Dangerous Animal Detail
11. Open Records Requests
12. Code Enforcement

Neenah Police Department Quarter 1 Report 2023

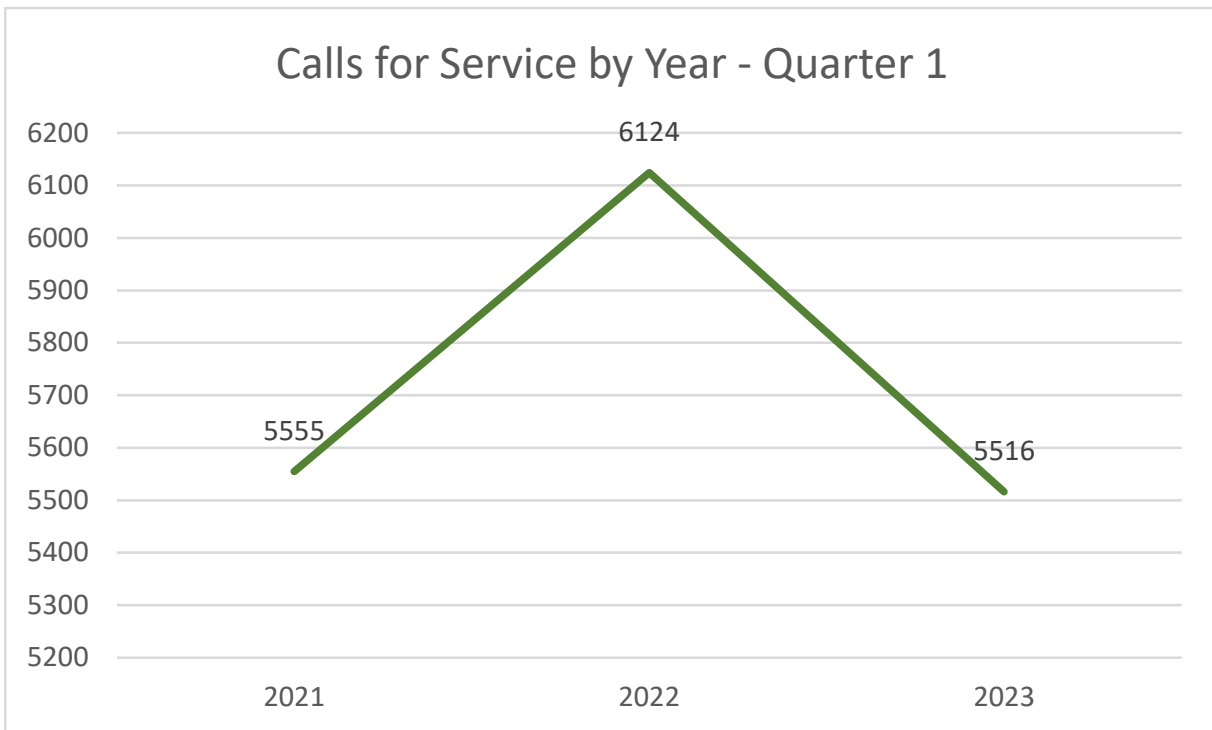


Report by Crime Analyst Paige Kowalski
pkowalski@neenahwi.gov
920-886-6040

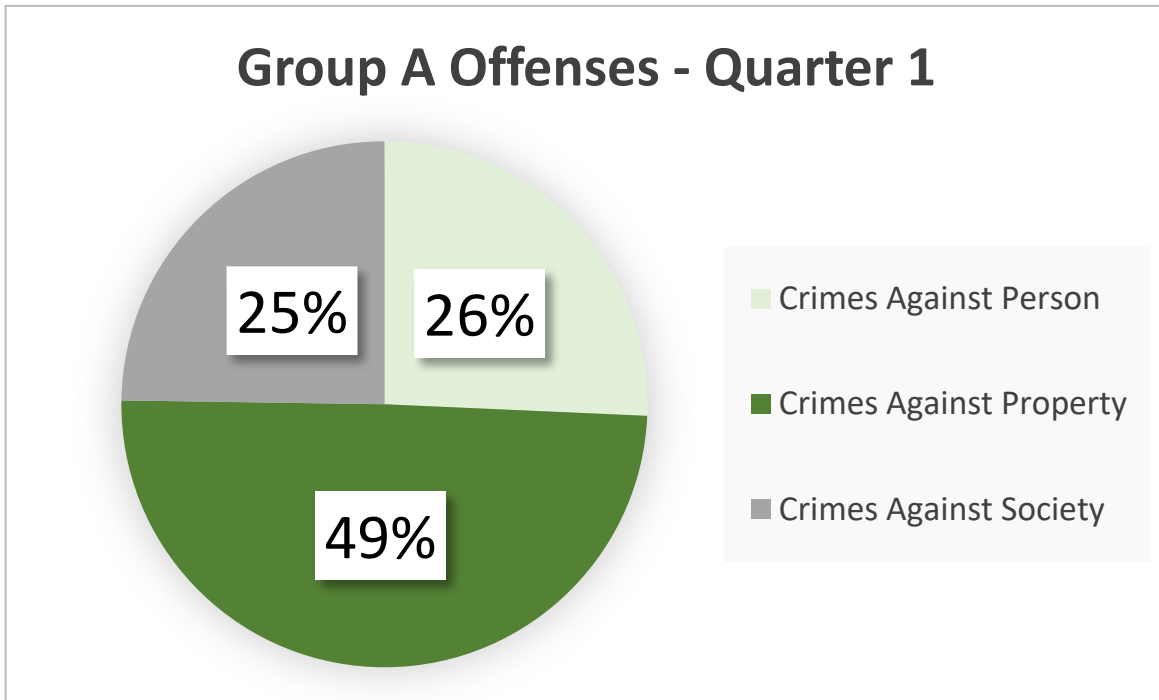
Calls for Service



Included in the 5,516 Calls for Service for Quarter 1, 2023 are:
741 Traffic Stops



Unified Crime Report

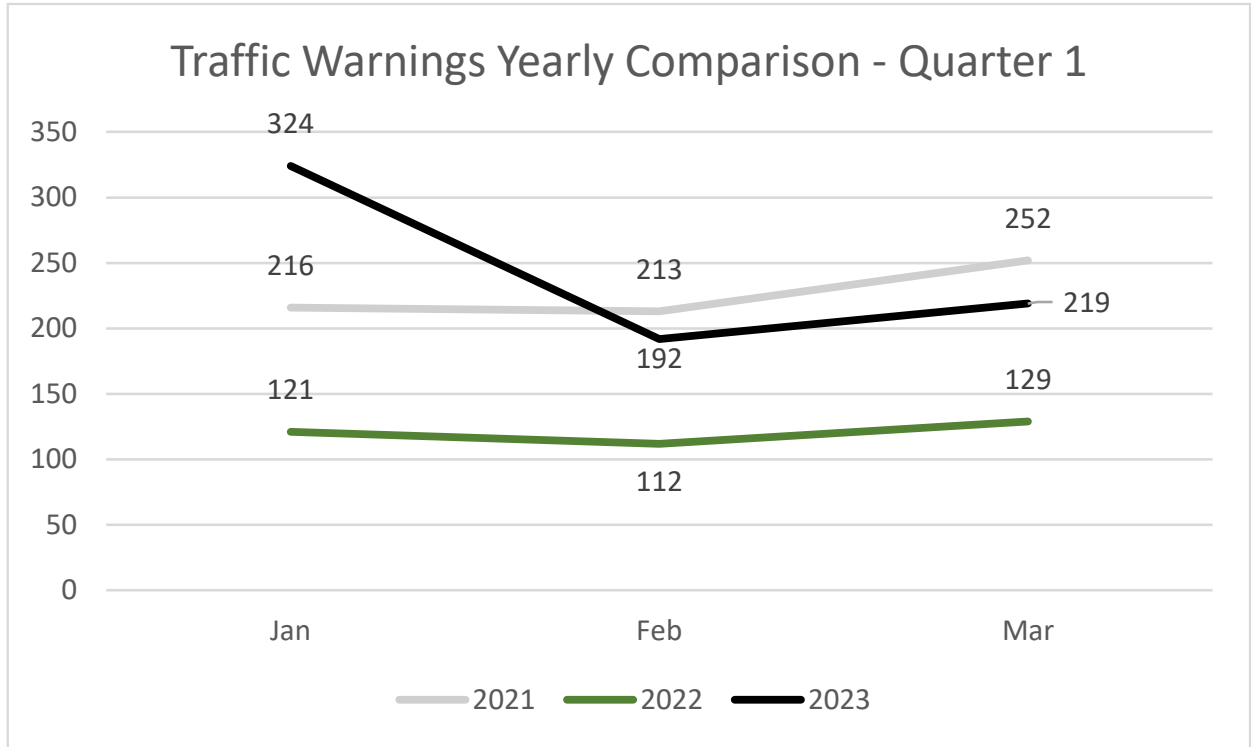


	Offenses	Victims	Clearances	Adult Arrests	Juvenile Arrests	Total Arrests
<u>Total Group A</u>	<u>214</u>	<u>219</u>	<u>160</u>	<u>88</u>	<u>47</u>	<u>135</u>
Crimes Against Person	55	55	43	25	11	36
Crimes Against Property	106	111	66	35	26	61
Crimes Against Society	53	53	51	28	10	38

	Adult Arrests	Juvenile Arrests	Total Arrests
<u>Total Group B Arrests</u>	<u>60</u>	<u>37</u>	<u>97</u>
Bad Checks	0	0	0
Disorderly Conduct	13	16	29
Driving Under the Influence	7	0	7
Family Offenses - Nonviolent	0	0	0
Liquor Law Violations	1	1	2
Trespass of Real Property	1	0	1
All Other Offenses	38	20	58



Traffic Warnings

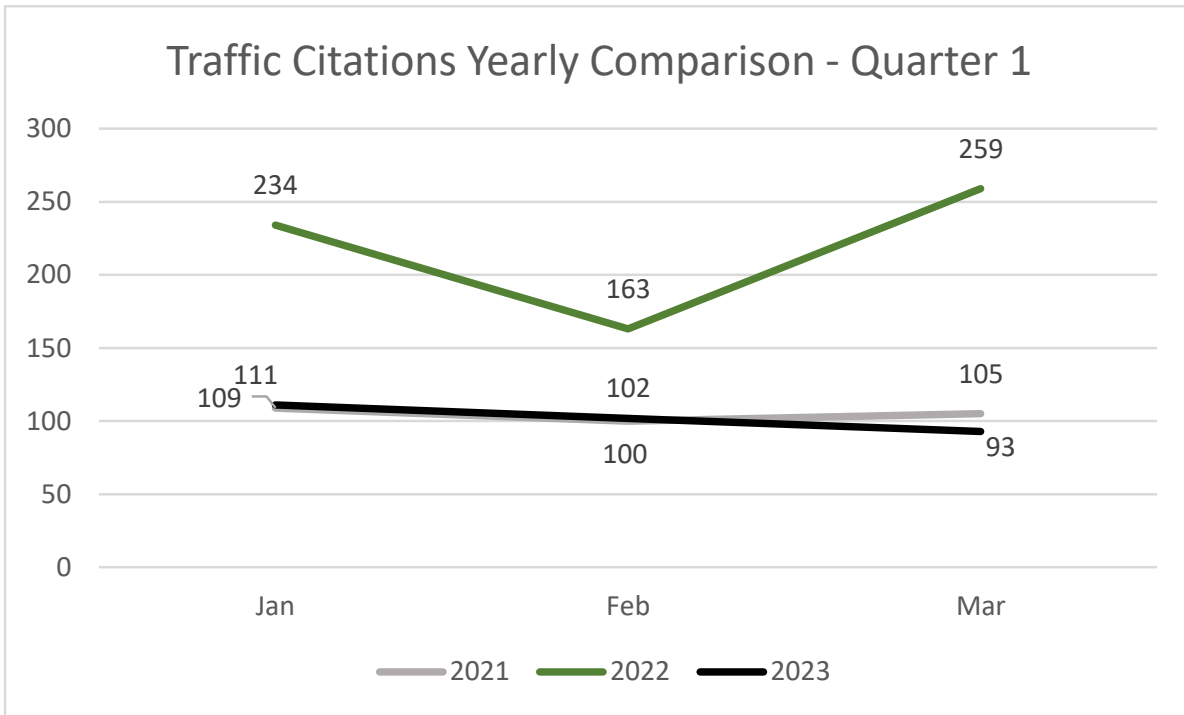


2023 Warnings - Quarter 1

Violation Type	JAN	FEB	MAR
DL (OAS/OAR/etc)	5	3	1
Equipment	44	21	21
Safety Belt	2	1	2
Speed	141	93	111
Vehicle Reg	43	21	25
All Other	89	53	59



Traffic Citations



2023 Citations - Quarter 1			
Violation Type	JAN	FEB	MAR
DL (OAS/OAR/etc)	12	6	16
Equipment	5	2	3
OWI	6	7	7
Safety Belt	3	4	0
Speed	16	15	17
Vehicle Reg	27	15	13
All Other	42	53	37



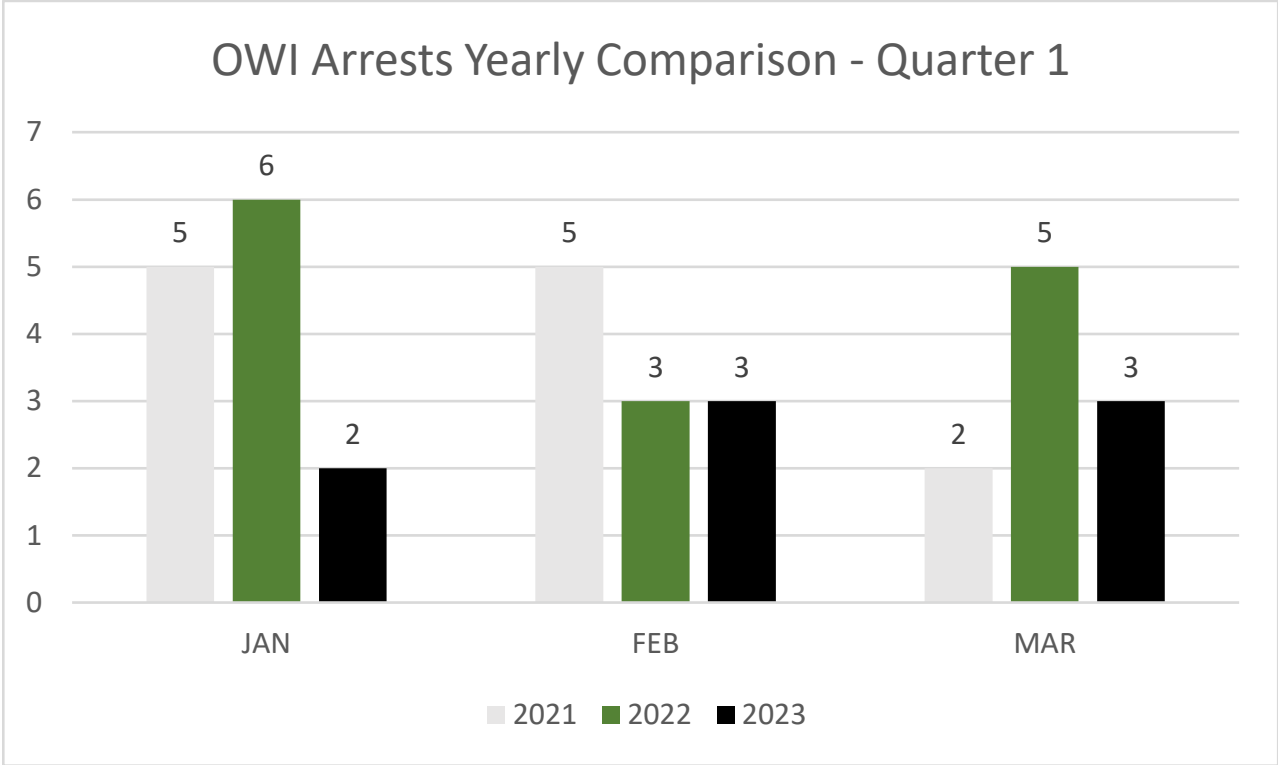
Traffic Safety Officer

Officer Edwards began the position of Traffic Safety Officer (TSO) in May 2022. He has many responsibilities including moving radar units, conducting Flock training, leading the Bike Patrol, and more. He will also assist patrol on major accidents or emergency calls requiring additional units to respond.

Jan-23	Traffic Stops	Citations	Warnings	Warrants	Felony	Misdemeanor	Ordinance	Other
Week 1	29	4	31	0	0	0	0	2
Week 2	33	2	35	0	0	0	0	0
Week 3	21	3	22	0	0	0	0	2
Week 4	27	5	31	0	0	0	0	4
Week 5	21	3	24	1	0	0	0	0
Total	131	17	143	1	0	0	0	8
Feb-23	Traffic Stops	Citations	Warnings	Warrants	Felony	Misdemeanor	Ordinance	Other
Week 1	18	3	14	0	0	0	0	2
Week 2	33	4	35	0	0	0	0	2
Week 3	14	1	15	0	0	0	0	0
Week 4	19	2	21	0	0	0	0	0
Week 5	0	0	0	0	0	0	0	0
Total	84	10	85	0	0	0	0	4
Mar-23	Traffic Stops	Citations	Warnings	Warrants	Felony	Misdemeanor	Ordinance	Other
Week 1	1	0	1	0	0	0	0	0
Week 2	32	8	39	4	1	2	0	0
Week 3	30	7	37	0	0	0	0	0
Week 4	26	4	31	0	0	0	0	0
Week 5	24	3	26	1	0	0	1	0
Total	113	22	134	5	1	2	1	0
Q1 Total	Traffic Stops	Citations	Warnings	Warrants	Felony	Misdemeanor	Ordinance	Other
	328	49	362	6	1	2	1	12



OWI Arrests

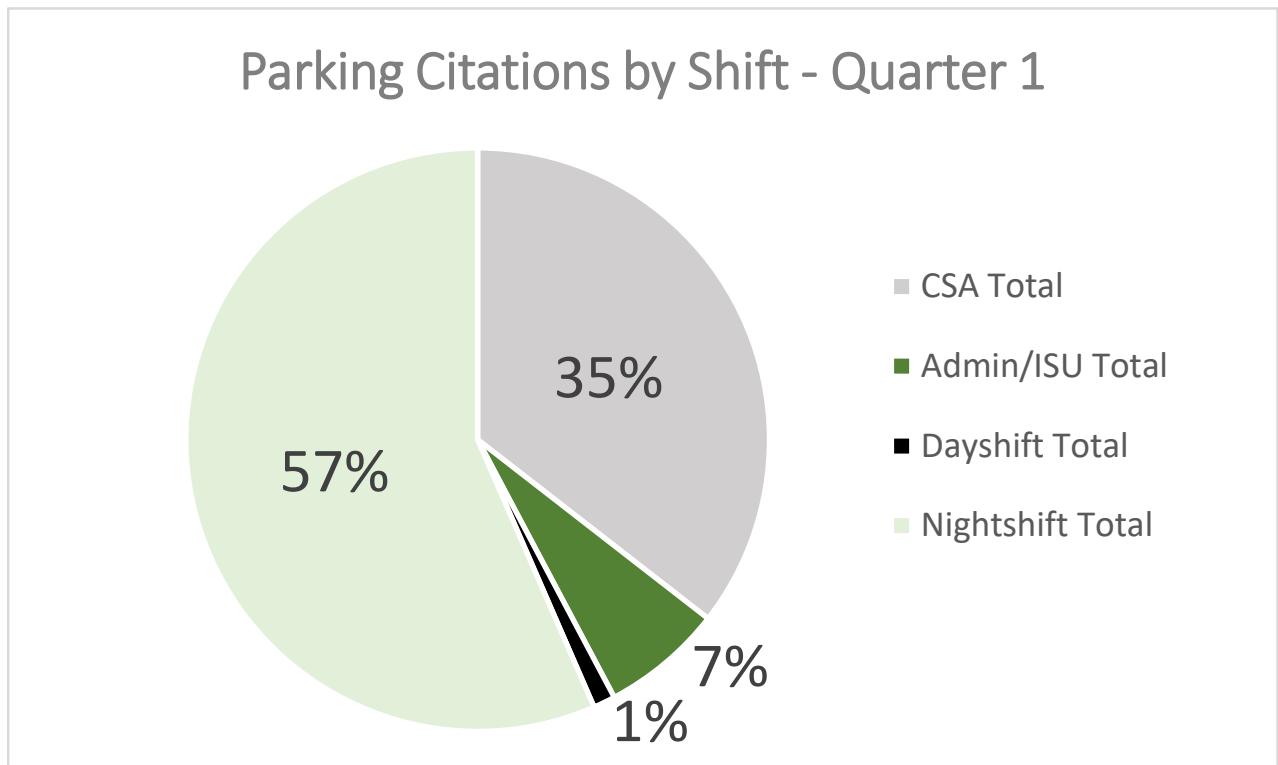


OWI Arrests - Quarter 1			
	JAN	FEB	MAR
2021	5	5	2
2022	6	3	5
2023	2	3	3



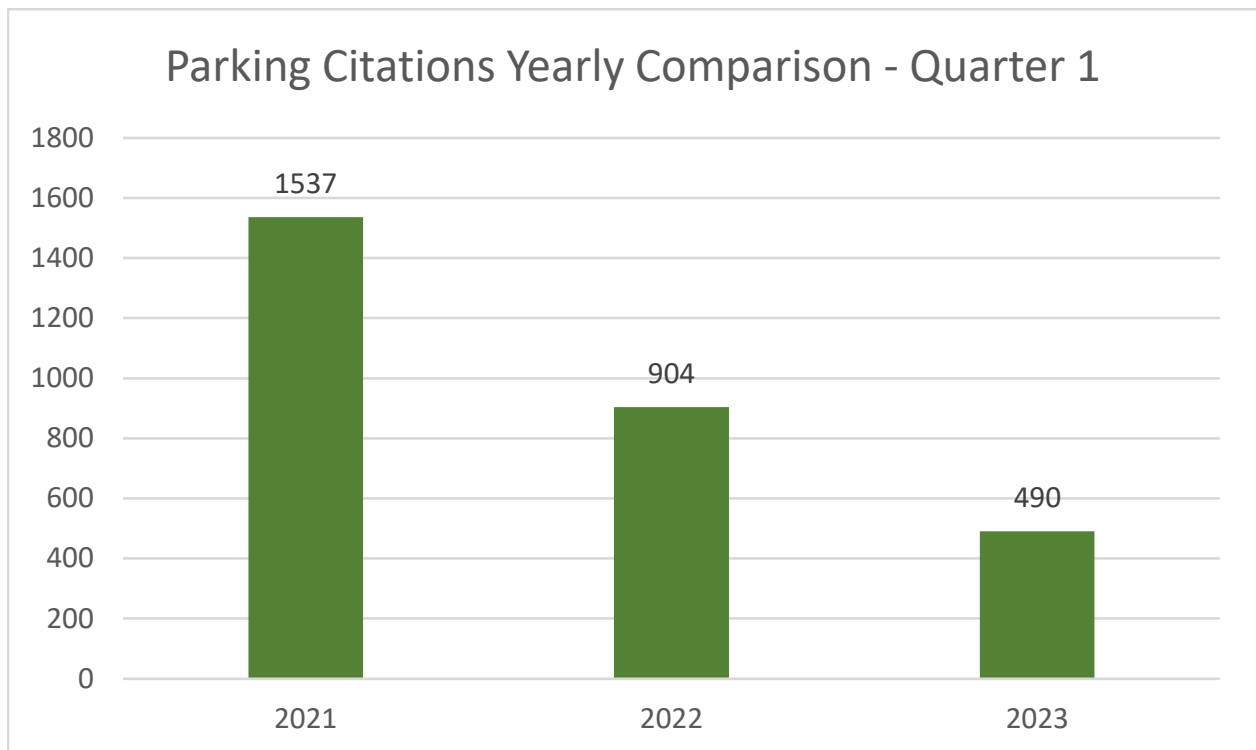
Parking Citations

		JAN	FEB	MAR	TOTAL
	CSA Total	139	12	23	174
	Admin Total	0	15	2	17
	ISU Total	16	0	0	16
	Voelker Total	0	2	0	2
	Goetz Total	0	2	2	4
Dayshift Total					6
	Gruenstern Total	71	81	11	163
	Bone Total	63	39	12	114
Nightshift Total					277
Grand Total		289	151	50	490



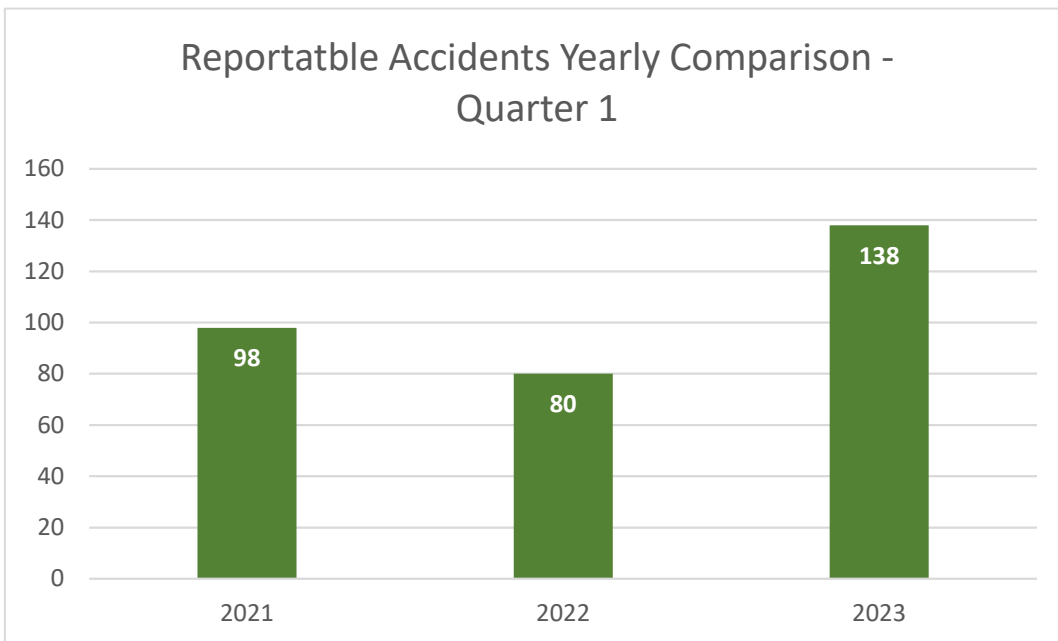
Parking Citations

Locations with 10 or more citations issued	
Locations	# of Citations
Adams St	12
Appleblossom Dr	13
Blue Lot	35
Congress Pl	11
E Wisconsin Ave	11
Gay Dr	10
Gold Lot	14
Honeysuckle Ln	17
Meadow Ln	13
Oak St	10
Primrose Ln	16
Silver Lot	53
Stanley Ct	10
W Wisconsin Ave	33

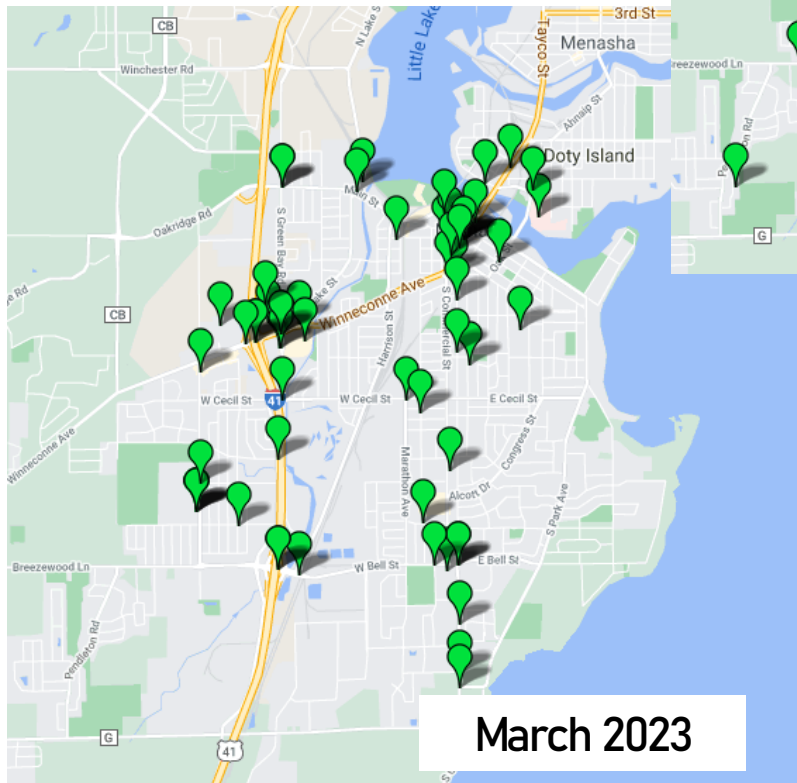
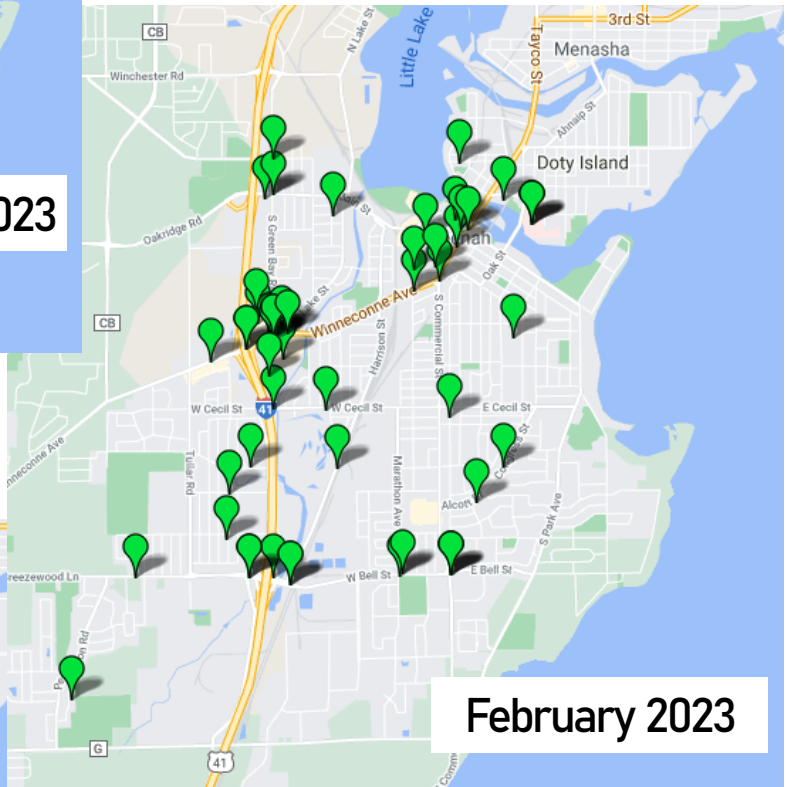
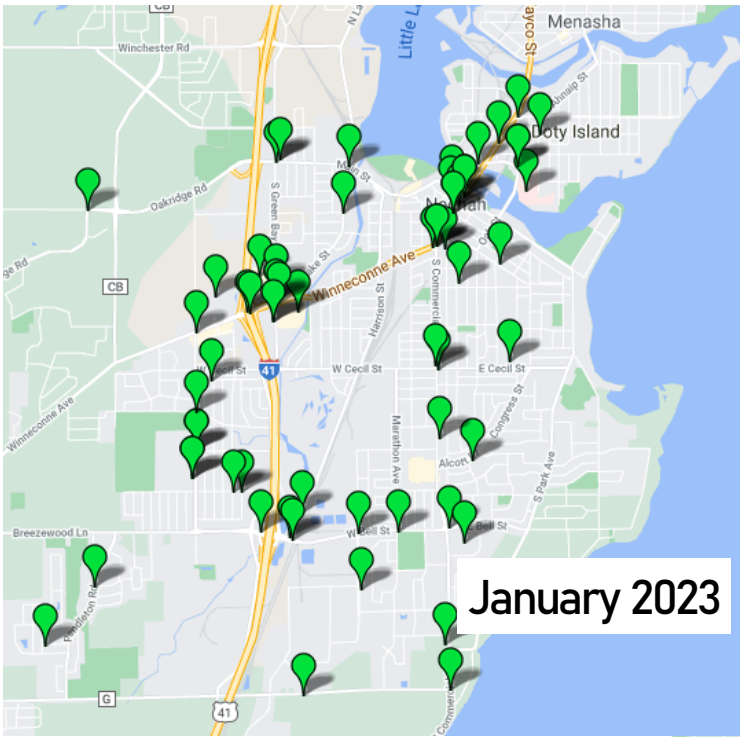


Accidents

Accident Type	JAN	FEB	MAR
Accidents with Property Damage	35	44	40
Accidents with Injuries	8	3	8
Fatal Accidents	0	0	0
Light conditions	JAN	FEB	MAR
Daylight	26	33	38
Dawn	1	0	1
Dusk	2	1	3
Dark-Lighted	9	11	4
Dark-Unlit	0	0	1
Unknown	5	2	1
Intersection Type	JAN	FEB	MAR
Non Intersection	26	30	25
4 way Intersections	10	6	11
T Intersection	2	0	4
Roundabout	5	10	8
Other (5+, Y or L Intersections)	0	1	0



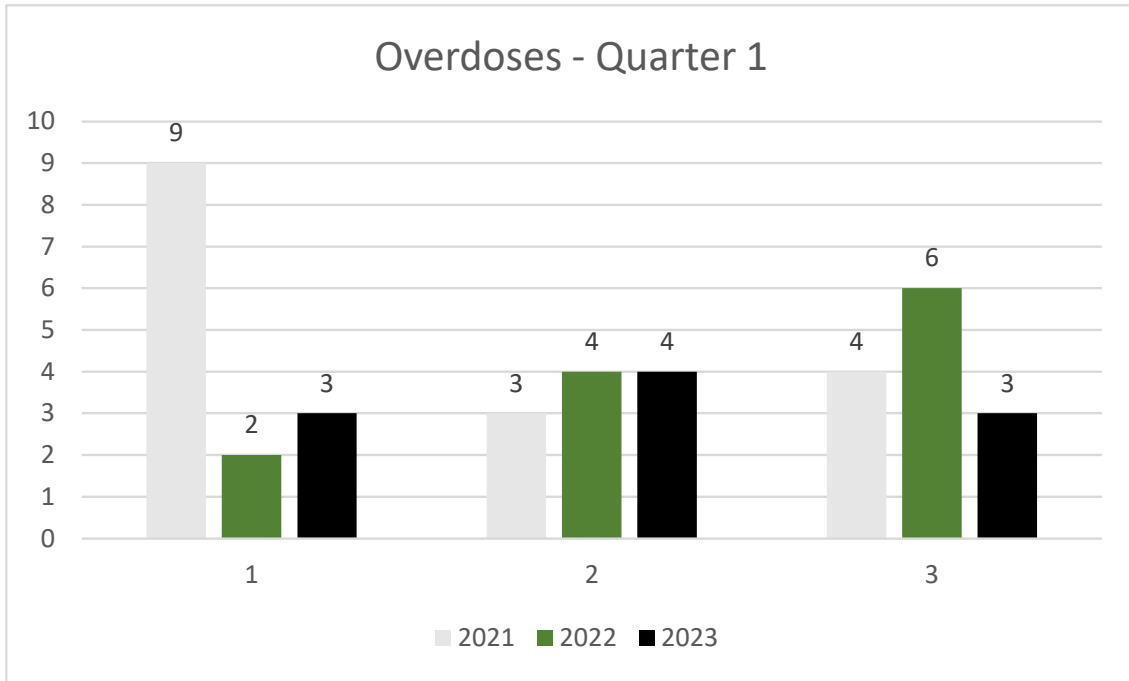
Accidents



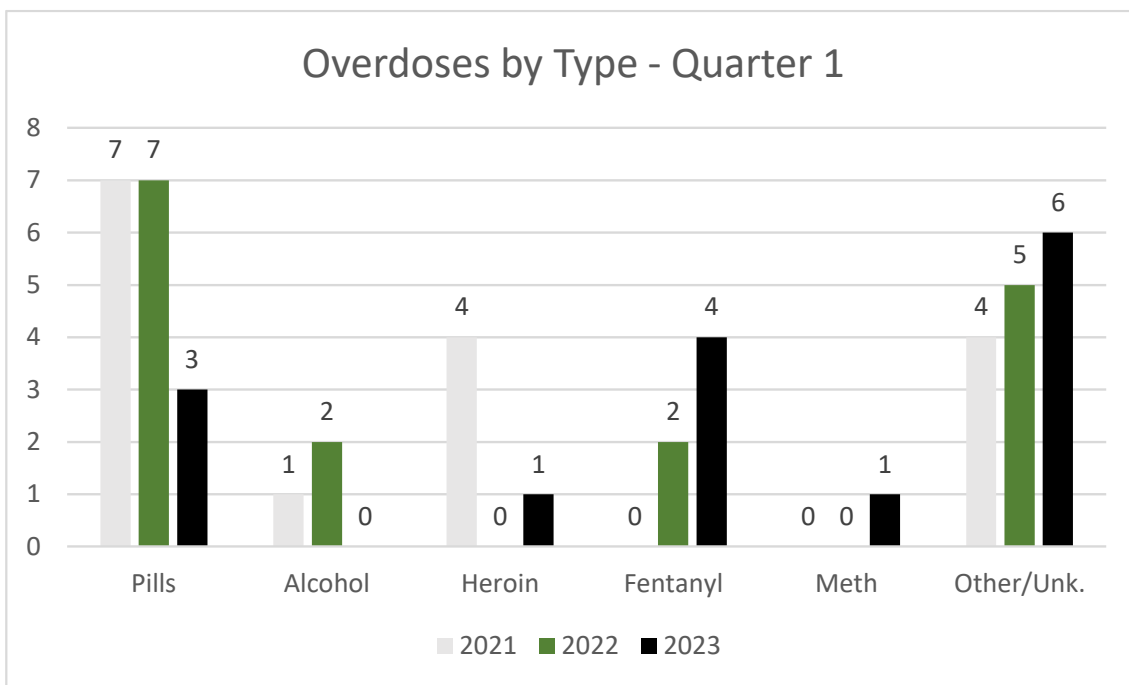
*Pin maps include both reportable and non-reportable accidents



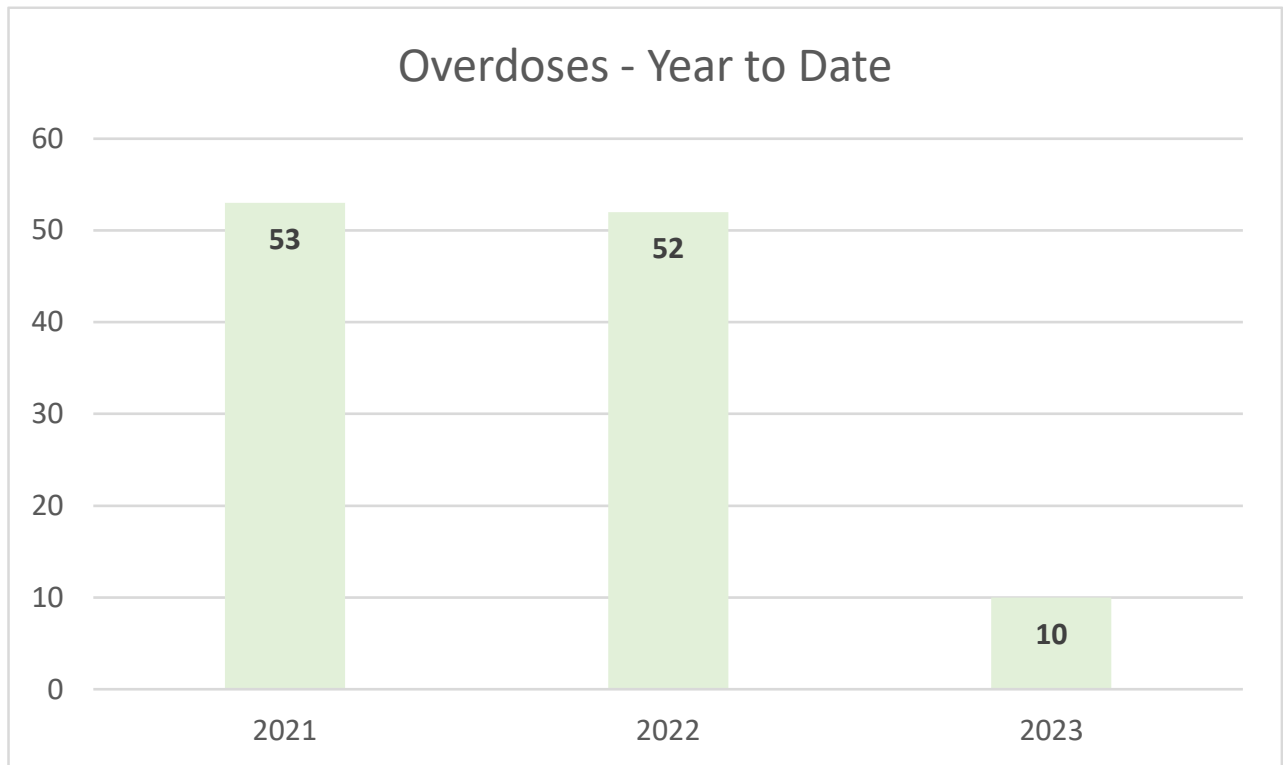
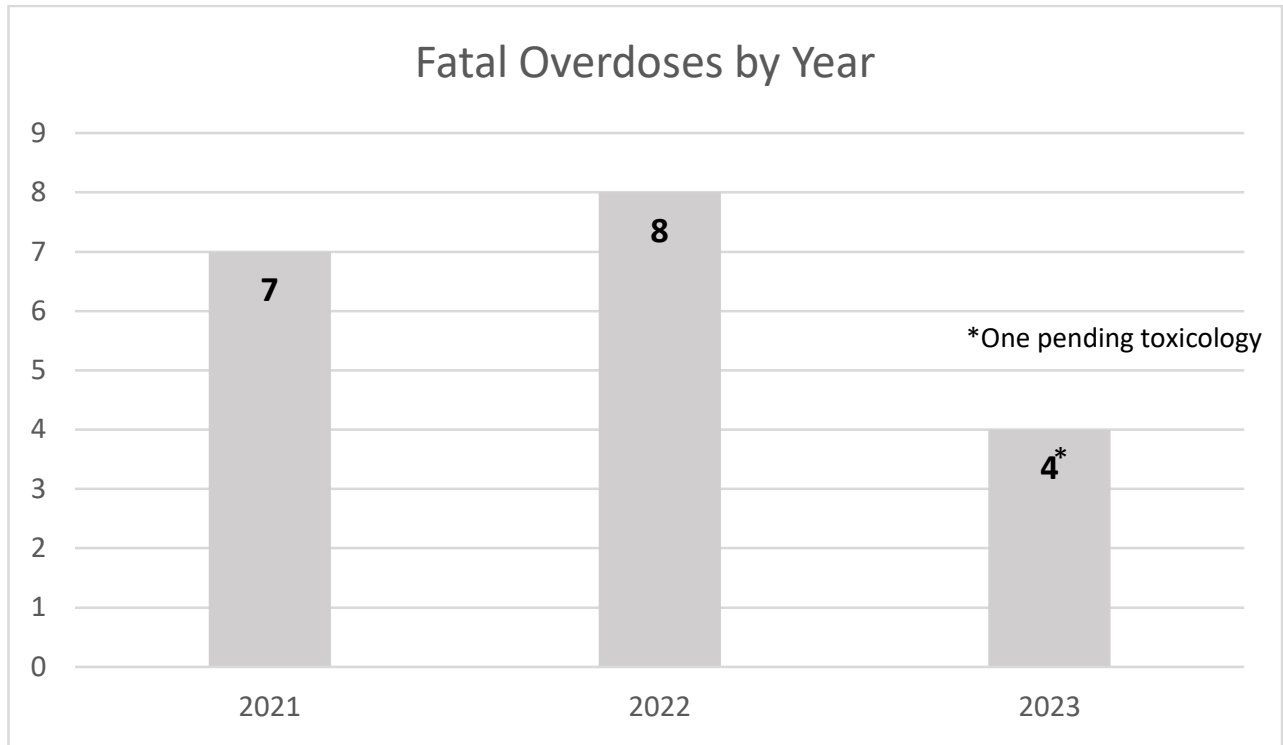
Overdoses



Monthly	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
2021	9	3	4	4	8	3	4	4	3	3	4	4
2022	2	4	6	3	4	3	9	6	6	3	1	5
2023	3	4	3									



Overdoses



Dangerous Animals

No Action Taken

Incident Number	Date	Animal	Animal Owner	Owner Address
23-003954	3/14/2023	Cat	Stray	Stray
23-03722	3/9/2023	Dog	Tammy M McDowell	431 Monroe St.
23-003278	3/2/2023	Dog	Brian Kargus	818 Maple St.
23-003425	3/4/2023	Dog	Cody Thomas	406 1st St Apt 2
23-002864	2/21/2023	Dog	Dylan J. Vanderloop	1141 Primrose Ct.
23-001850	2/2/2023	Cat	Wynter R. Witz	209 Division St. Apt 4
23-001778	1/31/2023	Dog	Kerlyn I. Ontiveros	953 Hickory La
23-000939	1/16/2023	Dog	Andrea L Piestorff	563 Chestnut St
23-000562	1/10/2023	Cat	Linda M. Dechaine	423 Van St

Potentially Dangerous Animal

Incident Number	Date	Animal	Animal Owner	Owner Address
23-004084	3/30/2023	Dog	Tammy M McDowell	431 Monroe St

There were no Dangerous or Prohibited Animals for Quarter 1, 2023.



Open Records Requests

	Total Requests	Total Responses	Minutes on Media
January	127	128	255
February	155	174	1650
March	130	134	2985
Q1 Total	412	436	4890

Total Requests: Requests come in the forms of City Hall License Checks, Permit Checks, Background Checks, etc.

- Total Backgrounds Requested: 180
- Total License/Permit Checks: 17

Accidents Processed are the total accidents our agency responded to that need to be transmitted to the Department of Transportation.

Total Responses: One request received can result in multiple reports that need to be completed for the response from our agency.



Code Enforcement

- 287 Total Inspections were done
- 158 New Cases Started
- 48 Cases Closed
- 12 services fees were issued
 - Either \$50 or \$100 based on how far along the process is
 - 2 of these cases were removed due to compliance
- 6 Tracs Citations issued
- 4 Long Form Violations
- 2 Parking Citations

Type of Cases - Quarter 1	
Maintenance of Dwelling	6
Property Maintenance	24
Parking	15
Seasonal	46
Public Works	9
Signs	78
Other	4

Citation Type - Quarter 1	
Maintenance of Dwelling	2
Property Maintenance	5
Parking	2
Other	2





M E M O R A N D U M

DATE: April 21, 2023
TO: Mayor Lang and Members of the Public Services and Safety Committee
FROM: Gerry Kaiser, Director of Public Works
RE: Freedom Acres, Homes at Freedom Meadows: Two-inch Mat Cost

In Contract 10-23, we included construction of the temporary asphalt surface in the Freedom Acres and Home at Freedom Meadows subdivisions. Between the two developments, the developer escrowed \$106,700 for that work. The bid price came in at \$163,638 or \$56,938 higher than the escrow. There are budgeted funds sufficient to cover the shortfall, so the work can proceed.

Both development agreements have similar language to cover this possibility. For example, the Freedom Acres agreement states, *“In the event that the escrow is insufficient, then the City reserves the right to special assess the shortage against the individual lots in Freedom Acres.”*

The calculated special assessment estimate for each subdivision is shown below. The difference in the two calculated assessments is due to lot density and the higher cost per foot unit price used to calculate the Homes at Freedom Meadows escrow.

Total Project Footage:		2,830
Total Project Cost:		\$163,638.00
Cost/Foot:		\$57.82
Freedom Acres Length (ft):		1,300
Freedom Acres Cost:		\$75,169.40
Escrowed Amount:		\$45,500.00
Net Project Estimate:		\$29,669.40
Direct Costs:		\$0
Assessable Project Costs:		\$29,669.40
No. of Lots:		14
Cost per Lot		\$2,119.24
Homes at Freedom Meadows Length (ft):		1,530
Homes at Freedom Meadows Cost:		\$88,468.60
Escrowed Amount:		\$61,200.00
Net Project Estimate:		\$27,268.60
Direct Costs:		\$0
Assessable Project Costs:		\$27,268.60
No. of Lots:		31
Cost per Lot		\$879.63

The decision to exercise the right to special assess for the difference lies with the Council. If the Council chooses to assess for the shortfall, we will follow the normal special assessment process. If the Council chooses not to special assess for the difference, then the no further action is necessary.

Dumpster Rentals 2021 to 2022 Comparison

Dumpster Rentals 2022		
Total Rentals	65	\$3,250
1 Yard (Didn't Offer	0	\$30
2 Yard	65	\$50
Reason For Rentals		
Total Rentals	65	
Cleaning	23	
Move In/Out	27	
Remodeling	15	
Rental Status 2022		
Total Rentals	65	
Initial	34	
Empty and Leave	31	

Dumpster Rentals 2021		
Total Rentals	69	\$3,370
1 Yard	4	\$30
2 yard	65	\$50
Reason For Rentals		
Total Rentals	69	
Cleaning	18	
Move In/Out	28	
Remodeling	23	
Rental Status 2021		
Total Rentals	69	
Initial Rental	40	
Empty and Leave	29	

Mulch & Wood Chip Sales 2021 to 2022 Comparison

Mulch Sales 2022		
Yards Sold	212 Cubic Yards	
Total Sales	29	\$2,995.00
In City	27	
Out of City	2	
Mulch Sales 2021		
Yards Sold	175 Cubic Yards	
Total Sales	24	\$2,515.00
In city	17	
Out of City	7	

Wood Chip Sales 2022		
Yards Sold	77 Cubic Yards	
Total Sales	8	\$140.00
In City	8	
Out of City	0	
Wood Chip Sales 2021		
Yards Sold	131 Cubic Yards	
Total Sales	18	\$320.00
In city	13	
Out of City	5	

**Yard Waste Only Cards Issued
2021-2022 Comparison**

2021	
Total Cards Issued	4

2022	
Total Cards Issued	24

Additional Carts Requested 2021 to 2022 Comparison

2021		
Total Carts Requested	29	
Both	11	\$1,720.86
Recycle	12	\$210.58
Refuse	6	\$775.57
Total Additional Carts		\$2,707.01

2022		
Total Carts Requested	21	
Both	2	\$323.08
Recycle	16	\$278.09
Refuse	3	\$458.94
Total Additional Carts		\$1,060.11

New Construction Cart Requests 2021 to 2022 Comparison

2021		
Carts Requested by Size	52	
35 Gallon	2	
Refuse		1
Recycle		1
65 Gallon	12	
Refuse		6
Recycle		6
95 Gallon	38	
Refuse		18
Recycle		20

2022		
Carts Requested by Size	98	
35 Gallon	0	
Refuse (Didn't Offer)		0
Recycle (Didn't Offer)		0
65 Gallon	49	
Refuse		7
Recycle		42
95 Gallon	49	
Refuse		7
Recycle		42

No Charge Cart Exchanges 2021 to 2022 Comparison

No Charge Cart Exchanges 2021		
Total No Charge Cart Exchanges		119
Refuse Only		12
35 to 65	1	
35 to 95	4	
65 to 35	0	
65 to 95	6	
95 to 35	0	
95 to 65	1	
Recycle Only		13
35 to 65	6	
35 to 95	1	
65 to 35	0	
65 to 95	5	
95 to 35	0	
95 to 65	1	
Both		94
<i>Refuse</i>	47	
35 to 65	6	
35 to 95	23	
65 to 35	1	
65 to 95	12	
95 to 35	1	
95 to 65	4	
<i>Recycle</i>	47	
35 to 65	3	
35 to 95	24	
65 to 35	1	
65 to 95	14	
95 to 35	0	
95 to 65	5	

No Charge Carts 2022		
Total No Charge Cart Exchanges		94
Refuse Only		14
35 to 65	3	
35 to 95	6	
65 to 35	0	
65 to 95	4	
95 to 35	0	
95 to 65	1	
Recycle Only		8
35 to 65	4	
35 to 95	0	
65 to 35	0	
65 to 95	3	
95 to 35	0	
95 to 65	1	
Both		
<i>Refuse</i>	36	72
35 to 65	7	
35 to 95	13	
65 to 35	0	
65 to 95	14	
95 to 35	0	
95 to 65	2	
<i>Recycle</i>	36	
35 to 65	8	
35 to 95	11	
65 to 35	0	
65 to 95	14	
95 to 35	0	
95 to 65	3	

Paid Cart Exchanges 2021 to 2022 Comparison

Paid Cart Exchanges 2021		
Total Paid Cart Exchanges	38	\$1,150
Refuse Only	11	\$275
35 to 65	2	
35 to 95	2	
65 to 35	0	
65 to 95	5	
95 to 35	0	
95 to 65	1	
Other-Fire Damage	1	
Recycle Only	19	\$475
35 to 65	3	
35 to 95	8	
65 to 35	0	
65 to 95	8	
95 to 35	0	
95 to 65	0	
Other-Fire Damage	0	
Both	8	\$400
35 to 65	3	
35 to 95	1	
65 to 35	0	
65 to 95	4	
95 to 35	0	
95 to 65	0	
Other-Fire Damage	0	

Paid Cart Exchanges 2022		
Total Paid Cart Exchanges	17	\$600
Refuse Only	8	\$225
35 to 65	3	
35 to 95	2	
65 to 35	0	
65 to 95	1	
95 to 35	0	
95 to 65	1	
Other-Fire Damage	1	
Recycle Only	3	\$75
35 to 65	1	
35 to 95	0	
65 to 35	0	
65 to 95	2	
95 to 35	0	
95 to 65	0	
Other-Fire Damage	0	
Both	6	\$300
35 to 65	1	
35 to 95	1	
65 to 35	0	
65 to 95	2	
95 to 35	1	
95 to 65	1	
Other-Fire Damage	0	

Punch Cards Issued at No Charge 2021-2022 Comparison

Issued at No Charge Punch Cards 2021		
Total Cards Issued	321	
Home Owners	222	
Existing Home Owner		159
New Owner		63
Renters	55	
PO Box	2	
Misceallaneous	1	
Snow Birds	41	

Issued at No Charge Punch Cards 2022		
Total Cards Issued	199	
Home Owners	133	
Existing Home Owner		131
New Owner		2
Renters	22	
PO Box	2	
Misceallaneous	2	
Snow Birds (New)	40	

Punch Cards Sales 2021 to 2022 Comparison

Punch Cards 2021		
Total Cards Sold	218	\$5,450
Additional Card	131	
Lost	87	
Months Cards Sold		
March	4	
April	19	
May	26	
June	42	
July	32	
August	19	
September	37	
October	16	
November	11	
December	12	
Punch Cards 2021		
Payment Types		
Cash	79	
Counter Credit Card	99	
Website Credit Card	40	
Punch Cards 2022		
Multiple Sales Per Address		
2 Additional Cards	7	
1222 Lynrose Ln		
1525 Ames St		
630 Haylett St		
631 Jackson St		
666 Cedar St		
845 Betty Ave		
938 Caroline St		

Last Card Sold in 2021 was on December 12th

Punch Cards 2022		
Total Cards Sold	250	\$6,250
Additional Card	128	
Lost	122	
Months Cards Sold		
March	11	
April	11	
May	26	
June	35	
July	34	
August	39	
September	35	
October	31	
November	20	
December	8	
Punch Cards 2022		
Payment Types		
Cash	85	
Counter Credit Card	122	
Website Credit Card	43	
Punch Cards 2022		
Multiple Sales Per Address		
2 Additional Cards	10	
1021 Byrd St		
130 Plummer Ct		
1533 Ames St		
313 Sherry St		
315 Kraft St		
320 9th St		
500 Church St		
630 Haylett St		
936 Bridgewood Dr		
938 Caroline St		
3 Additional Cards	3	
773 W Cecil St		
834 S Commercial St		
420 7th St		
4 Additional Cards	1	
131 Lexington Ct		

Last Card Sold in 2022 was on December 29th

Single Use Access Cards 2021 to 2022 Comparison

Single Use Access Cards 2021		
Total Cards Sold	20	\$200
Landlord	2	
<i>223 Bond St</i>		
Property Owner	7	
Property Manager	0	
Renter	11	
<i>2040 Marathon Ave</i>		
<i>1024 Pendleton Parkway #26</i>		
<i>1435 S Commercial St</i>		
<i>118 W Bell St #104</i>		
<i>388 Stanley Ct Apt B</i>		
<i>1435 Tullar Rd</i>		
<i>210 Byrd Ave #109</i>		

Single Use Access Cards 2022		
Total Cards Sold	51	\$510
Landlord	12	
<i>215 Clairmont Ct</i>		
<i>223 Bond St</i>		
<i>1014 Apple Blossom Dr</i>		
<i>419 Adams St</i>		
<i>963 Fredrick Dr</i>		
<i>142/144 Langley Dr</i>		
<i>512/516 S Commercial St</i>		
Property Owner	11	
Property Manager	1	
Renter	27	
<i>1537 Lyon Dr</i>		
<i>126 Denhardt St</i>		
<i>146 Western Ave</i>		
<i>1447 Tullar Rd #8</i>		
<i>1445 Tullar Rd #8</i>		
<i>142 Western Ave Apt B</i>		
<i>205 Joseph St</i>		
<i>1161 Gillingham Rd A16</i>		
<i>255 E Columbian Ave</i>		
<i>1065 Pendleton Pkwy #100</i>		
<i>1435 S Commercial St</i>		
<i>1004 Apple Blossom Dr</i>		
<i>1555 Lyon Dr Apt 340</i>		
<i>1451 Tullar Rd</i>		
<i>215 Main Street #236</i>		
<i>920 Fox Pointe</i>		
<i>127 Tyler St</i>		
<i>104 Apple Blossom Drive #106</i>		
<i>130 W Bell St</i>		
<i>2116 Henry St</i>		
<i>132 N Western Ave Unit D</i>		
<i>313 E Doty Ave</i>		



M E M O R A N D U M

DATE: April 20, 2023
TO: Mayor Lang and Members of the Public Services and Safety Committee
FROM: Gerry Kaiser, Director of Public Works
RE: Public Works General Activity

- 1) Contract 7-21 (Harrison Pond): Storm and sanitary sewer work is complete and the pond is functioning. Work on the water feature stones will continue when weather allows.
- 2) Contracts 11-22A and 11-22B (Lead service line replacement): Work is substantially complete. Restoration will be finished later this year.
- 3) Contract 1-23 (Chestnut, Burr, Dieckhoff, Laudan Utility and Street Construction): Sewer lateral/water service pulling is about 35% complete. Sewer main installation is complete on Burr Avenue and on Chestnut between Burr and Oak. Sanitary main installation is ongoing moving north from Burr and south from Division. Rock was encountered on Burr Avenue.
- 4) Contract 2-23 (Charles, Hughes, Memorial, Patrick, Brantwood Dr/Ct Utility and Street): The contractor is scheduled to start work the week of April 24 on Brantwood Drive.
- 5) Contract 3-23 (Concrete Pavement/Sidewalk Repair): The contract has been awarded to Al Dix Concrete, Inc. A work schedule has not been set.
- 6) Contract 4-23 (Asphalt Repairs): The contract was awarded to MCC, Inc. A work schedule has not been set.
- 7) Contract 5-23 (New Subdivision Street Construction): The contractor has started curb/gutter preparations on Amber Lane. Amber Lane, Cardinal Plat and Integrity Plat streets have been proof-rolled to test the condition of the subgrade. They tested well.
- 8) Contract 6-23 (Columbian Av Utility and Street Construction): Sanitary sewer main installation is complete. Water main installation is ongoing. Sewer laterals have been installed within the right-of-way on the north side of the street.
- 9) Contract 7-23 (High, River Utility and Street Construction): The project was advertised on April 20. Bid opening is scheduled for May 3. The permit has been submitted to the railroad.
- 10) Contract 9-23 (Epoxy Pavement Marking): The project was awarded to Century Fence. A work schedule has not been set. The primary work areas are the roundabouts at Breezewood / Gillingham, Bell / Harrison, Winneconne / Green Bay, Winneconne / Lake, Green Bay / Festival, and Green Bay / Fox Point along with mainline work on Bayview Road and S. Lake Street.
- 11) Contract 10-23 (Parking Lot, Temporary Asphalt Street Construction): The project bid has been awarded to NEA. A schedule has not been set.
- 12) The annual storm water report was submitted to WDNR at the end of March.
- 13) The annual recycling report is being prepared for submittal by the end of April.
- 14) TDS Telecom: Quanta, the contractor for TDS, has restarted work. They are restoring hardscape that was temporary patched over winter and are completing boring work in one of their four open work permits.